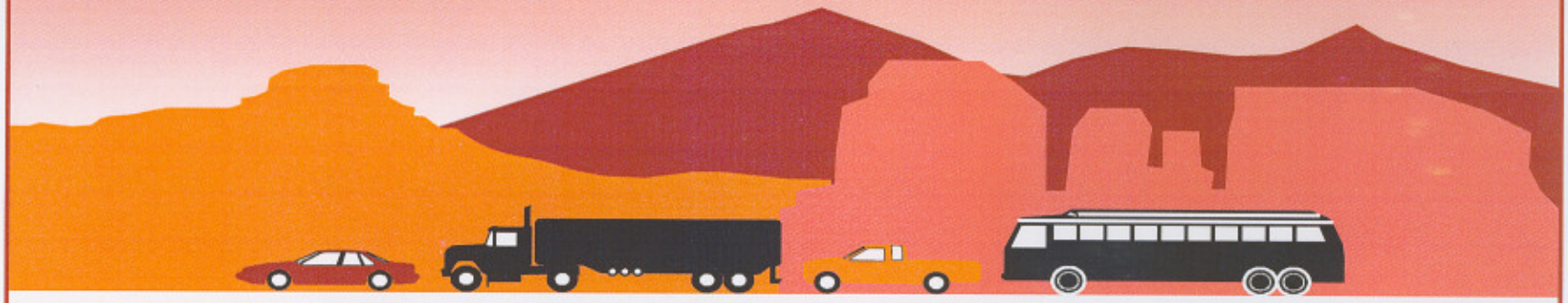
CENTRAL ARIZONA

REGIONAL TRANSPORTATION PROFILE



PROJECT WORK PLAN

L & A LIMA & ASSOCIATES
Transportation - G.I.S.

Kittelson & Associates, Inc.
Transportation Planning/Traffic Engineering

psa
Partners for Strategic Action, Inc.

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OBJECTIVES

The Central Arizona Regional Transportation Profile (RTP) will identify the multimodal needs on all state highways in the study area. Moreover, the RTP will provide information for updating the MoveAZ Long-Range Transportation Plan through the prioritization of multimodal projects.

The primary objectives of the study are:

- Conduct comprehensive public involvement and stakeholder coordination to identify issues and potential projects.
- Define existing and future conditions for the years 2015 and 2030.
- Identify projected deficiencies on the state highway in the study area.
- Identify projected multimodal deficiencies along the state highway corridors.
- Evaluate potential improvements on the state highways and evaluate potential multimodal projects.
- Conduct a focus study on SR 69 from MP 289.48 to MP 296.34 to identify potential traffic operations and safety related projects.
- Develop a program of prioritized state highway and multimodal projects.

APPROACH

The overall Regional Transportation Profile study process is illustrated in Figure 1. The technical process will be based on the ADOT *Regional Transportation Profile Guidelines*, April 2005. The public involvement and stakeholder coordination process designed for this study is illustrated in Figure 2.

FIGURE 1. STUDY PROCESS

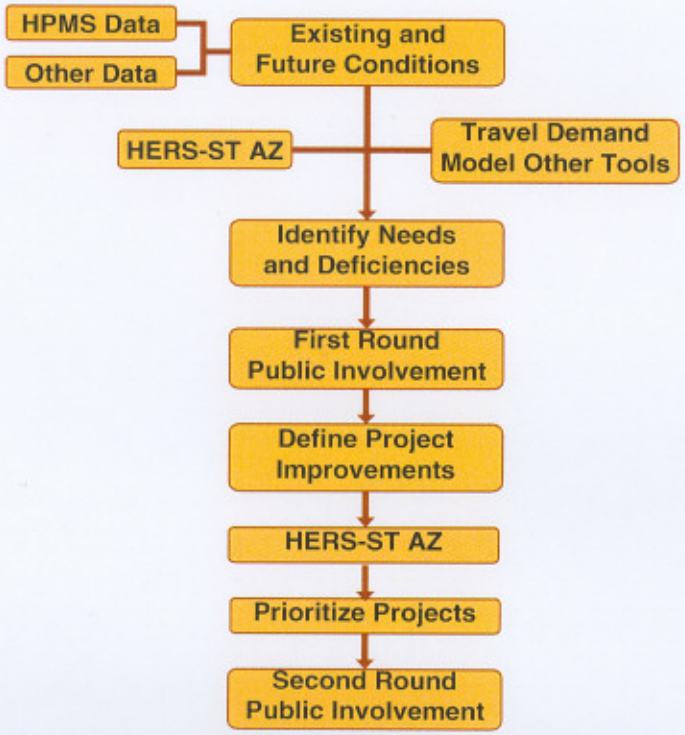


FIGURE 2. PUBLIC INVOLVEMENT AND STAKEHOLDER COORDINATION PROCESS

A Central Arizona regional geographic information system (GIS) database will be developed for inventorying and displaying existing and future conditions. Existing conditions will then be identified using the Highway Performance Monitoring System (HPMS) and other data sources. Future conditions will be identified using travel demand models developed for the CYMPO, Verde Valley, and FMPO. Traffic forecasts will also be developed for segments of state highways that are not within the modeling areas. Roadway needs and deficiencies will then be estimated for the years 2005, 2015, and 2030 using HERS-ST AZ and other tools. Multimodal needs and deficiencies will also be assessed. In addition, a focus study will be conducted on SR 69 from MP 289.48 to MP 296.34 to identify potential traffic operations and safety related projects.

For the first round of public involvement, we will coordinate with stakeholders through the Technical Advisory Committee (TAC), E-mail stakeholders using an updated stakeholder database, and conduct one-on-one meetings with agencies. Issues and potential solutions will be identified through the one-on-one meetings. A first round of public open houses at four locations will be held to present the existing and future conditions and to obtain feedback from the public.

The next step in the process will be to identify potential projects and organize them into bundles using methods described in the MoveAZ Plan. The study will then evaluate the potential performance of each bundle, using HERS-ST AZ and other tools resulting in a prioritized program of recommended projects including multimodal projects.

For the second round of public involvement, we will hold three stakeholder group meetings to review preliminary projects and obtain feedback from the stakeholder groups. A second round of open houses at four locations will be held to present the draft program of prioritized projects and get feedback from the public.

Study Products

- Technical Memorandum 1. Detailed Work Plan and Public Involvement Plan
- Working Paper 1. Existing and Future Conditions
- Working Paper 2. Identification of Deficiencies
- Summary Report 1. First Round of Public Involvement Meetings
- Working Paper 3. Program of Prioritized Projects
- Technical Memorandum 2: Projects to Improve Operations and Safety on SR 69 - MP 289.48 – MP 296.34
- Summary Report 2. Second Round of Public Involvement Meetings
- Draft Final Report
- Final Report

Work Tasks

Task 1. Project Management and Coordination
Product: Meet/Confer with ADOT Project Manager (18)
Technical Advisory Committee Meetings (6)

Subtask 1.1. Conduct Day-to-Day Project Management. The Project Manger will meet/confer with the ADOT Project Manager monthly throughout the study to review study progress, working papers and study findings, and solicit direction. In addition, monthly progress reports will be prepared and submitted to ADOT. Consultant Team meetings will be held on a monthly basis to confer on technical tasks and to ensure adherence to the schedule.

Subtask 1.2. Conduct Technical Advisory Committee Meetings. A TAC will be established to guide the study process. The following agencies are likely to be represented on the TAC. Up to six TAC meetings will be held during the study to provide information to the committee members and get feedback on the development of the profile study. Regularly scheduled meetings with the TAC will allow the consultant to build and maintain the close working relationship essential for the project's success. The following agencies are likely to be represented on the TAC:

- Arizona Department of Transportation (District Engineers and Transportation Planning)
- Central Yavapai Metropolitan Planning Organization
- Flagstaff Metropolitan Planning Organization
- Northern Arizona Council of Governments
- Yavapai County
- Coconino County
- Yavapai-Prescott Indian Tribe
- Forest Service
- Bureau of Land Management
- State Land Department
- Cities and towns in the study area

Subtask 1.3. Coordinate with Other Studies. The consultant will coordinate with other ongoing studies within the study area through regularly scheduled meetings of the consultants and project managers. In addition, the project managers for those studies will be added to the stakeholder database.

Subtask 1.4. Conduct Quality Control. A quality control plan will be prepared at the outset of the project and each consultant team member will follow the plan in conducting each work task and preparing products.

Task 2. Refine Scope of Work
Product: Technical Memorandum 1: Work Plan and Public Involvement Plan

Working with the TAC, we will revise the work plan and schedule presented in this proposal. The revised scope of work will include refinement of the study boundary, revised work tasks, project schedule, and staff requirements. In addition, a public involvement plan will be prepared outlining specific public involvement activities, outreach materials, and potential stakeholders. We will then prepare *Technical Memorandum 1: Detailed Work Plan and Public Involvement Plan.*

Task 3. Identify Existing and Future Conditions
Product: Working Paper 1: Existing and Future Conditions

Subtask 3.1. Describe Existing Conditions. This subtask will describe the existing socioeconomic conditions, state highway conditions, and multimodal transportation conditions in the study area. The consultant will inventory the existing conditions, but not necessarily limited to those listed in Table 1. Conditions will be displayed in GIS maps.

TABLE 1. EXISTING CONDITIONS TO BE INVENTORIED

Conditions	Source
Transportation Plans and Programs	ADOT, MPOs, NACOG, Jurisdictions
Current Land Use Patterns and Proposed Development	Yavapai County, Coconino County Jurisdictions, State Lands, BLM,
Physical And Environmental Conditions	Field View, Available Studies, ALRIS GIS Data
Highway Network	ATIS
Historic (5 Year) Crash Data	ADOT ALISS
Highway Physical Condition, Operations, Performance	HPMS, ADOT Roadway Log, Video Log
Geometrics	HPMS
Major Intersection Traffic Control	ADOT, Windshield Survey
Current Traffic Volumes and Truck Percentages	ADOT, MPOs, NACOG, Jurisdictions
Level of Service	Lima & Associates based on ADT
Access Management	HMPS, Windshield Survey, Districts
Congestion Management	ADOT CMS
Pavement And Bridge Conditions	ADOT PMS, BMS
ITS	ADOT ITS Plan
Committed Projects	ADOT Five-Year Transportation Facilities Program
Planned and Proposed Projects	MoveAZ ADOT
Existing Transit Information	ADOT, Jurisdictions
Bicycle Suitability, Bicycle Facilities	ADOT, MPOS, NACOG, Jurisdictions
Census Demographic Information, Including Concentrations of Minority, and Low-Income Populations	2000 US Census, DES Population Estimates

Socioeconomic data will be compiled for the entire Study Area from census data and DES estimates. Land ownership will be displayed on GIS maps for the entire Study Area. Major developments adjacent to a state highway will also be identified.

Roadway Conditions will be inventoried for each state highway. ADOT's 2004 HPMS dataset (100% sample) for Central Arizona will be updated for the existing conditions. A windshield survey will be conducted for all the state highways in the study area. The number of lanes, width, and shoulders will be reviewed and updated where necessary. The general level of access management for intersection and driveway access will be identified and mapped. The National Bridge Inventory will be used to identify structures and structural conditions. Pavement conditions will be obtained from the Arizona Pavement Management System (PMS) and checked against the HPMS pavement data.

Traffic and Safety Conditions will be inventoried for each highway. Average Annual Daily Traffic (AADT) will be updated in the HPMS where necessary. Using available traffic volumes, level of service (LOS) will be computed for highway segments and major intersections based on threshold volumes. Crashes will be inventoried for highway segments and intersections for a five-year period using the ADOT ALISS database. State highway segment crash rates will be computed and updated in the HPMS if necessary. The average number of crashes per year for segments and intersections will be formatted on GIS maps. In areas of high crashes, crash patterns will be reviewed to identify possible causes.

Multimodal Conditions will be inventoried in the study area. Transit, multimodal facilities, and intermodal facilities along or adjacent to a state highway corridor or connecting to a corridor will be inventoried and mapped where applicable based on data from ADOT, MPOs, NACOG, and local jurisdictions. Existing ITS components will also be inventoried and mapped based on ADOT data.

Environmental Data available in GIS format will be displayed along each state highway including hydrology, vegetation, and species habitats, endangered and threatened species, landfills, hazardous sites, underground storage sites, contaminated streams and lakes, and wilderness areas.

Previous Studies related to the state highways will be reviewed and summarized. In addition, we will coordinate with ongoing transportation studies in the study area.

Environmental Justice GIS maps will be prepared using 2000 census data. GIS Maps will illustrate Title VI population groups including ethnic groups, groups below the poverty level, elderly populations, and mobility-limited population. The consultant will also ensure that Title VI concerns regarding Environmental Justice will be addressed throughout the study.

Subtask 3.2. Document Existing Conditions. A draft of Part A, Existing Conditions, of Working Paper 1, will be prepared documenting the existing conditions including GIS maps illustrating the existing conditions. Draft Part A will be distributed to the TAC for review and comment. Comments will be incorporated into the draft final report.

Subtask 3.3. Describe Future Conditions. This subtask will identify the future conditions of state highways in the study area for the forecast years 2015 and 2030, including the following: inventory and evaluation of future land use patterns, demographic and socioeconomic characteristics, and travel demand. The HPMS dataset will be updated with the committed and planned projects.

Future Traffic Volumes will be estimated on state highways in the study area. Lima & Associates is able to forecast future conditions based on future socioeconomic and highway network data that have been recently updated in the study area. We are currently working on both the update of the CYMPO and Verde Valley transportation study and will use the traffic forecasting models that have been developed for both studies to estimate traffic volumes for the forecast years 2015 and 2030. Socioeconomic and network data have been defined for the future conditions for these models. In addition, we will ask the FMPO to provide forecasted traffic volumes for the years 2015 and 2030. We will develop traffic projections for segments of state highways outside of the modeling areas after a review of traffic and population projections from ADOT projections, Coconino and Yavapai counties, DES, and other studies.

For the 2015 and 2030 traffic volumes and highway networks, LOS will be computed for highway segments and major intersections based on threshold volumes.

Subtask 3.4. Prepare Working Paper 1. A working paper will be prepared documenting the existing and future conditions. The working paper will be submitted to the TAC for review, comment, and consensus, and we will incorporate comments into the final report.

Task 4. Evaluate Deficiencies
Product: Working Paper 2: Identification of Deficiencies

Transportation deficiencies on state highways in the Central Arizona region will be predicted for the 2015 and 2030 planning horizons following the ADOT *Regional Transportation Profile Guidelines*, April 2005. The HERS-ST AZ model will be used to assess the state highway system, identify potential improvements, and determine the impacts of these improvements on a range of performance measures, including crash/injury/fatality rates, average speed, delay, vehicle-miles traveled, user costs, emissions costs, and maintenance costs. Deficiencies of structures, pavement, transit, ITS, and security needs will be assessed outside of the HERS-ST AZ environment.

Subtask 4.1. Validate HPMS Dataset. The 100% sample HPMS Central Region dataset created in Task 3, with 2005, 2015, and 2030 traffic volumes, will be validated and pre-processed using the HPMS 6.0 software. Errors or inconsistencies in the data will be identified and additional data fields will be generated by the model. These generated data fields include functional system code, standard AADT volume group, donut AADT volume group, weighted design speed, rural horizontal alignment adequacy, rural vertical alignment adequacy, volume-to-capacity ratio, standard expansion factor, donut expansion factor, and climate zone. A complete universal database will be generated. The model generated capacity values will be reviewed and compared to capacity values estimated using the Highway Capacity Manual. If a significant difference exists, the HPMS generated capacities will be replaced with the HCM values.

Subtask 4.2. Run HERS-ST Model to Identify Deficiencies. The validated HPMS Central Region dataset will be imported into the HERS-ST AZ model. The dataset of on-going, planned, and programmed projects developed in Task 2 will be coded into the model. Included with each project will be the cost and expected user benefit with respect to project improvements. Except for two parameters, pavement deterioration rate, and crossroad/driveway density, no other modifications to control data or evaluation parameters are required in the Arizona version of the HERS-ST model. These two parameters will be determined based on consultation with appropriate ADOT staff to reflect local conditions.

The model will produce condition information for the baseline dataset (2005) and the horizon years 2015 and 2030. Model outputs will include a range of primary performance measures for the six of the eight planning factors: mobility, reliability, preservation, economic competitiveness, safety, and resource conservation. The remaining two planning factors, accessibility, and connectivity, will be assessed outside of HERS-ST AZ. Deficiencies will be identified by comparing pavement, crash, congestion, and geometric conditions with the respective deficiency level. The model results will be exported into the regional GIS database that is developed for the study.

Subtask 4.3. Perform Additional System Assessment. Since the HERS-ST AZ results will focus primarily on roadway capacity and safety deficiencies, the following additional system assessments will be performed.

- Bridge sufficiency will be assessed using the National Bridge Inventory Analysis system based on information contained in the Bridge Condition dataset for the region.
- Short- and long-term pavement needs will be also be identified utilizing the ADOT pavement management system and checked against the results of HERS-ST AZ.
- Multimodal deficiencies will be identified for bicycles, pedestrians, and transit based on a planning level assessment of current facilities and conditions versus projected future needs. Key resources for this assessment will include the Statewide Bicycle and Pedestrian Plan, as well as input received from the District and local agencies.
- ITS needs will be assessed based on strategic deployment plans prepared by ADOT and planning guidelines developed by the Federal Highway Administration (FHWA).
- Access management needs will be identified and assessed based on review of previous or on-going corridor studies, existing access management plans, and input from the District and local agencies.
- Although the HERS-ST AZ model will identify safety deficiencies, a more detailed assessment of deficiencies will need to be performed using ADOT safety management system.
- Security needs will be assessed based on federal guidance.

Subtask 4.4. Prepare Working Paper 2. The future conditions and deficiencies within the region will be concisely described and documented in Working Paper 2. Condition information, deficient highway sections, and potential system improvements will be presented in GIS format.

Task 5. First Round of Public Involvement
Product: Stakeholder Database
E-Newsletter #1
One-on-one Stakeholder Meetings
First Round of Open House Meetings (4)
Summary Report 1: First Round of Public Involvement Meetings

The purpose of this task is to conduct the first round public involvement and stakeholder coordination. The consultant will be responsible for the following:

- Prepare an E-mail database of selected stakeholders and handle all mailings.

- Distribute information to maximize exposure using existing outreach tools (e.g., city, county, chamber newsletters) to communicate updates and announce public meetings.
- Prepare a newsletter for distribution by E-mail before the public meetings, as well as for distribution at the meetings after approval of the ADOT Project Manager.
- Prepare and issue press releases. PSA will coordinate with the ADOT Communications Office regarding any press releases.
- Submit work plan, schedule, and documents to ADOT to be posted on the Department's Website.
- Facilitate and document the public involvement process in summary reports.
- Make a concerted effort to reach minority and low-income populations. We will ask the TAC and individual stakeholders to identify organizations that represent minority and low-income populations. These organizations will be added to the stakeholder database.
- Prepare all presentation boards and handouts for public involvement meetings.

Subtask 5.1. Create Stakeholder Database. We will start to identify stakeholders by building upon the database for MoveAZ working with the Project Manager, TAC, CYMPO, FMPO, and NACOG. The database will be continually updated throughout the study. Potential stakeholders include the following:

- ADOT (District Engineers and Transportation Planning)
- Yavapai & Coconino Counties (Public Works, Planning, Public Safety)
- Tonto National Forest
- Forest Service
- Department of Public Safety, local law enforcement agencies
- Representatives from the various municipalities
- Yavapai-Prescott Indian Tribe
- Bureau of Land Management
- Arizona State Land Department
- Schools Districts & Colleges
- Chambers of Commerce & other economic development agencies
- Airport-related & distribution businesses
- NACOG, CYMPO, FMPO, and Verde Valley Transportation Planning Organization (VVTPO)

Subtask 5.2. Hold One-on-One Stakeholder Meetings. The consultant will hold up to ten one-on-one stakeholder meetings with jurisdictions, ADOT Districts, and other agencies. The primary purpose of these meetings is to identify issues and potential projects. Notes from the meetings will be incorporated into Summary Report 1.

Subtask 5.3. Prepare and Distribute Newsletter #1. From the updated stakeholder database, an E-newsletter will be prepared and distributed electronically to the stakeholders. The newsletter will describe the study process, discuss issues, list contacts, and list the ADOT Website and jurisdictional Websites.

Subtask 5.4. Hold First Round of Open Houses. The first round of public open house meetings concerning the study will be conducted at four locations within the study area. Suggested locations of the open houses are: 1) Prescott Valley covering Prescott Valley, Prescott, Chino Valley, Yavapai-Prescott Tribe; 2) Sedona covering Sedona, Flagstaff, Oak Creek Village; 3) Cottonwood covering

Cottonwood, Clarkdale, Jerome; and 4) Camp Verde covering Camp Verde, Black Canon City, and Yavapai-Apache Tribe.

At the first open houses, the consultant will present existing and future conditions, key issues, and regional future projections/deficiencies. The general format of the public meeting will be an open forum with stations displaying information and allowing participants to write down their comments. Attendees will be able to review the displays as they enter. A brief PowerPoint presentation will be made followed by general questions and answers and brief brainstorming of the issues. Participants will be asked to identify issues from three perspectives: local, regional, and statewide. Attendees will then again have the opportunity to review the displays and ask the study team questions. Each attendee will be asked to provide input on the issues.

Subtask 5.5 Prepare Summary Report 1. A summary report will be prepared documenting both the first Stakeholder Meetings and Public Open Houses.

Task 6. Develop Program of Prioritized Projects
Product. Visions for Each State Highway
Definition and Prioritization of Improvement Projects
Working Paper 3: Program of Prioritized Projects

This task will use the *HERS-ST* AZ model to develop a program of prioritized projects for the state highways in the study area. Projects will be organized into bundles in accordance with the process described in the MoveAZ Plan. The program will be developed using HERS-ST AZ performance measures. We will use generally accepted planning criteria and existing databases to identify opportunities to address multimodal deficiencies.

Subtask 6.1. Define Visions for State Highways. A vision for each state highway in the study area will be defined based on the input of the stakeholders and general public. Each vision will be used in the development of draft improvement projects to meet 2030 travel demands.

Subtask 6.2. Develop Draft Project List. A list of candidate improvement projects will be developed using the following: 1) results of the HERS-ST AZ model; 2) the assessment of bridge, pavement, multimodal, ITS, and access management needs; and 3) input from District staff, local agencies, and public comment. Table 2 lists possible project types. The projects will be correlated with the needs and deficiencies identified for each route in the region. A matrix will be developed that shows which needs and deficiencies will be addressed with each improvement project. Improvements will include spot, corridor, and program levels projects. The initial project list will be reviewed by ADOT TPD and District staff, a final candidate project list will be developed.

Subtask 6.3. Develop Prioritized Program of Recommended Improvement Projects. The candidate projects will be evaluated and prioritized based on the performance measures and weighted factors identified in the ADOT profile guidelines. Performance measures generated by the HERS-ST AZ model, as well as those produced by the additional system analysis performed (i.e. bridges, pavement, ITS, etc.) will be applied in this evaluation process. Project costs will be developed based on costs produced by HERS-ST AZ as well as the cost estimating spreadsheet and guidelines that will be supplied by ADOT. The roadway improvements, including the on-going, planned, and programmed projects, as well as those generated by the model

TABLE 2. POSSIBLE IMPROVEMENT PROJECTS

Roadway Capacity	Access Management Actions
- State Highways Segments	- Access Point Location/Number
- Intersections/Turn Lanes	- Frontage Road
- Acceleration/Deceleration Lanes	- Acceleration/Deceleration Lanes
- Passing/Climbing Lanes	- Realign Intersections/Remove Offset
- Roadway Alignments	- Levels of Access Control (Rural/Urban)
	- Rest Areas/Tourist Pullouts
Roadway Infrastructure	**Operational and Safety**
- Replace Obsolete Bridges	- Traffic Signals
- Rehabilitate Pavement	- Warning Signals
- Geometric Deficiencies	- Realign/Reconfigure Intersections
- Construct/Widen Shoulders	- Intersection Illumination
- Reconstruct/Widen Roadway	- Restripe Lanes
- Pedestrian/Bicycle Facilities	- Signing Projects
- Drainage Structures	- Guardrail/Flatten Slopes
- Signing	- ITS Projects
- Guardrail	- Runaway Truck Ramps
System Management	**Security**
- Emergency Phone Kiosks	- Closed Circuit TV (CCTV)
- Radio Advisory	- Alternative Routes
- Variable Message Signs	
- Animal Warning Devices	

will be prioritized based on cost/benefit ratio. The final product of this subtask will be the Project Evaluation Table presenting the project improvements evaluated by performance measure and factor, with the improvement cost.

Subtask 6.4. Assessment of Environmental Justices Issues. Each candidate project will be assessed to determine potential environmental justice issues as well as potential impacts on minority and low income populations and communities. Using the 2000 census data developed in Task 3, the consultant will ensure that Title VI concerns regarding Environmental Justice are addressed. Input received at the public meetings will also be used to assess these areas of concern. In evaluating projects, particular emphasis in the analysis will be given to:

- Identifying how transportation projects affect minority and low-income populations.
- Describing the positive and negative effects of projects on these groups.
- Determining if projects place a disproportionate burden on environmental justice groups.
- Recommending mitigation and measures to enhance transportation opportunities.

Subtask 6.5. Identify System Management Options. Although the emphasis of the RTP is to identify physical improvement projects, the effective management of the state highway corridors is essential to ensure optimal performance of the system. This subtask will identify potential management strategies beginning with potential strategies and examples presented here:

- **Traveler Services:** Public Traveler/Mobility Services
- **Land Use Management:** Implement Local Land Use Policies
- **Other Management Actions:** Form Coordination Committee
- **Data Collection and Monitoring Implementation:** Improve Accident Reporting
- **Transit and Pedestrian/Bicycle:** Identify and Coordinate School Bus Pullout and Transit Stop Locations
- **Other Actions:** Improve Snow Removal Procedures
- **Access Management:** Implement Formal Access Management Guidelines
- **Security Actions:** Security Coordination Procedures

Subtask 6.5. Prepare Working Paper 3. The consultant will prepare Working Paper 3: Program of Prioritized Projects to document the development and prioritization of improvement projects for the state highways in the Study Area. The working paper will be distributed to the TAC for review and comment, and comments will be incorporated into the draft final report.

Task 7. Second Round of Public Involvement
Product: E-Newsletter #2
Stakeholder Workshops
Second Round of Open House Meetings (four)
Summary Report 2: Second Round of Public Involvement Meetings

Subtask 7.1. Hold Stakeholder Workshops. Stakeholder workshops will be held to review draft recommended projects and project prioritization. Three stakeholder groups will be held comprised of members of the CYMPO, FMPO, and VVTPO.

The workshops will be approximately three hours and will be tentatively structured as follows:

- Brief overview of the study will be given in a PowerPoint presentation.
- Instructions and ground rules will be given to the participants.
- Facilitated session will be held asking the stakeholders to voice their issues.
- Issues will be written and displayed.
- Maps of the Region will be provided for mark-up.

Subtask 7.2. Hold Second Round of Open House Meetings. The second public open house meetings will be conducted at four locations within the Study Area. At the second round of public open house meetings, the consultant team will present the evaluation criteria, and potential projects.

The general format of the public meetings will be an open forum with stations displaying information and allowing participants to write down their comments. Attendees can review the displays as they enter. A brief PowerPoint presentation will be made followed by general questions and answers. Attendees will then have the opportunity to again review the displays and ask the study team questions. Each attendee will be asked to provide input on the potential projects.

Subtask 7.3. Prepare Summary Report 2. A summary report will be prepared documenting both the Stakeholder Workshops and Public Open Houses.

Task 8. Develop Projects for SR 69 from MP 289.48 to 296.34
Product: Technical Memorandum 2: Projects to Improve Operations and Safety on SR 69 - MP 289.48 – MP 296.34

The consultant will analyze at a planning level traffic operations and safety issues along SR 69 between MP 289.48 (Prescott East Highway) and 296.34 (SR 89). The analysis will be conducted concurrently with the analysis for all the state highways. However, the analysis for this segment will include the analysis of level of service for the highway segment using Highway Capacity Software planning level analysis to identify potential traffic operations improvements. In addition, we will analyze crash patterns to determine potential safety projects. Traffic and safety projects will be prioritized and a list of projects will be recommended. Public involvement for this analysis will be incorporated into the overall public involvement process. The one-on-one stakeholder meetings will identify issues in regard to the traffic operations and safety for this segment of SR 69. The results of the analysis and the recommended projects for the focus will be presented to the stakeholders and public through the public involvement process for the study. A separate technical memorandum will be prepared and distributed to the TAC for review and comment.

Task 9. Prepare Final Report
Product: Draft Final Report
Final Report

Subtask 9.1. Prepare Draft Final Report. The consultant will prepare a draft final report based on Working Papers 1 and 2, Summary Public Involvement Reports, and recommended improvement projects within the study area. A draft executive summary of the final report will also be prepared. The Draft Final Report will be submitted to the TAC for review and comment and revised where necessary.

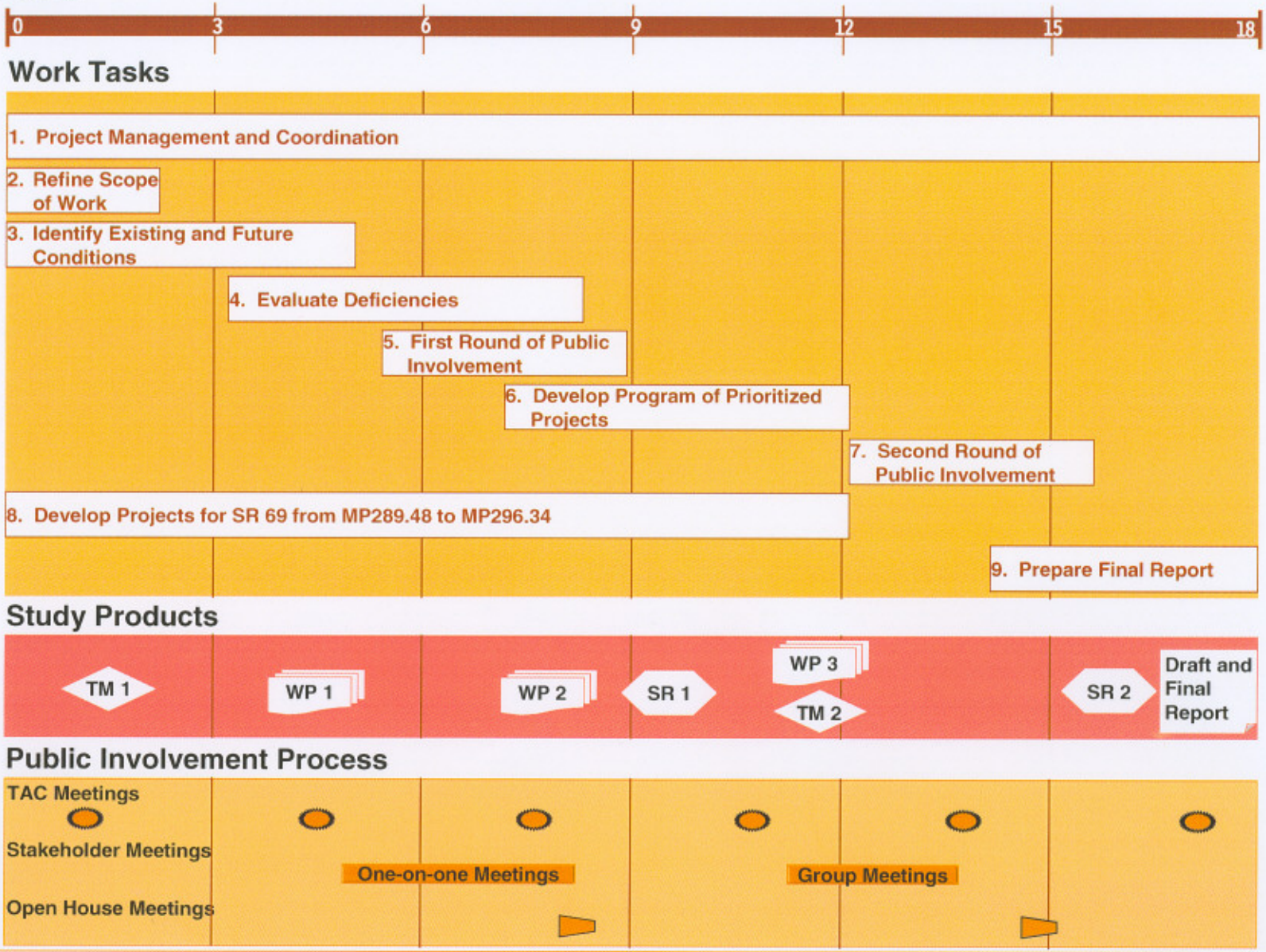
Subtask 9.2. Prepare Final Report. The final product of the study will be the Final Report including an executive summary. The consultant will also be responsible for distributing a final report, executive summary, and CD to all members identified in the TAC and review committee. The consultant will also submit 35 copies of the final report, 40 copies of the executive summary, and 50 CD copies to the ADOT Project Manager. All study documents will be prepared using Microsoft Windows: Word, Excel, and PowerPoint. Study products and other documentation will be submitted for review through E-mail in Acrobat PDF format.

CONTRIBUTION CHART

Team Member			Task and Associates Hours									Total	
Name	Role	Rate	1	2	3	4	5	6	7	8	9	Hours	Billing
Lima & Associates													
P. Lima	Sr. Project Manager	$ 184.00	104	16	24	24	97	24	97	24	40	450	$ 82,800.00
P. Ramos	Project Manager	$ 147.00	33		80	32		32				177	$ 26,019.00
V. Yellisetty	Sr. Transportation Analyst	$ 116.00			100	40		80		80		300	$ 34,800.00
T. Herz	Sr. Transportation Planner	$ 116.00			80	90	100	40	100		40	450	$ 52,200.00
R. Bohannan	Sr. Transportation Planner	$ 116.00			80	40		24	24		24	192	$ 22,272.00
A. Iverson	Sr. Transportation Planner	$ 116.00			80	40		24	24		24	192	$ 22,272.00
C. Smith	Transportation Analyst	$ 89.00			100	100	40	40	40	80	40	440	$ 39,160.00
S. Cole	Transportation Planner	$ 89.00			80		40	40	40			200	$ 17,800.00
Technical	Technical Support	$ 58.00			120	120	80	60	100	40	60	580	$ 33,640.00
Clerical	Clerical Support	$ 58.00	40	4	40	40	40	40	40	24	40	308	$ 17,864.00
Kittleson & Associates													
J. Schoen	Principal	$ 153.00	40	8	16	16	40	16	40			176	$ 26,928.00
M. Ereti	Project Manager	$ 144.00			80	70						150	$ 21,600.00
K. Nguyen	Project Engineer	$ 117.00			40	70	24	120	24			278	$ 32,526.00
J. Wen	Engineer/Planner	$ 82.00			40	80	50	50				220	$ 18,040.00
Partners for Strategic Action													
P. Fiandaca	Project Manager	$ 130.00	32	6			65		80		24	207	$ 26,910.00
C. Dunham	Public Participation Facilitator	$ 120.00		6			40		55		24	125	$ 15,000.00
	Personnel Task Hours		249	40	960	762	616	590	664	248	316	4,445	
	Task Cost		$ 36,587.00	$ 5,900.00	$ 102,844.00	$ 78,938.00	$ 69,806.00	$ 62,116.00	$ 76,184.00	$ 24,528.00	$ 32,928.00	$489,831.00	$ 489,831.00

Mileage (13,000 miles @ $0.375)	$4,987.50
Display Boards (30 @ $55.00)	$1,650.00
Lodging & Meals(10 stays @ $100/Stay)	$1,000.00
Miscellaneous (Newspaper, announcements)	$2,500.00
Total Direct Costs	**$10,137.50**
Total Cost	**$499,968.50**

SCHEDULE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Work Tasks
1. Project Management and Coordination
2. Refine Scope of Work
3. Identify Existing and Future Conditions
4. Evaluate Deficiencies
5. First Round of Public Involvement
6. Develop Program of Prioritized Projects
7. Second Round of Public Involvement
8. Develop Projects for SR 69 from MP289.48 to MP296.34
9. Prepare Final Report
Study Products
TM 1
WP 1
WP 2
SR 1
WP 3
TM 2
SR 2
Draft and Final Report
Public Involvement Process
TAC Meetings
Stakeholder Meetings
One-on-one Meetings
Group Meetings
Open House Meetings